

Acute Inpatient Psychiatric Hospitals: Seclusion and Restraint Reporting

South Carolina Department of Health and Human Services
Division of Behavioral Health
2021

Disclaimer

- Materials presented today are not comprehensive. This training does not take the place of reading the provider policy and procedure manual. Prior to treatment, all beneficiaries must meet the medical necessity criteria for that service. All information in this presentation pertains to South Carolina Department of Health and Human Services Healthy Connections (SCDHHS) Medicaid beneficiaries.

Purpose of the Orientation

- To act as a guide for acute inpatient psychiatric hospital providers who are learning about South Carolina Medicaid policy and procedures prior to rendering Acute services.
 - While this presentation is designed to enhance understanding of the Medicaid Standards regarding the Psychiatric Hospital Services Manual, all aspects and policy are not covered in this presentation. Please review the Psychiatric Hospital Services Manual and the Administrative and Billing Manual.
- To help providers avoid potential Medicaid recoupment.

Objectives

At the completion of this presentation, providers will be able to:

1. Gain a better understanding of the structure, characteristics, policies and procedures regarding an acute inpatient psychiatric hospital.
2. Identify regulatory requirements for acute inpatient psychiatric hospitals.

Notification of Facility Policy

- At admission, the facility must inform both the incoming beneficiary and, in the case of a minor, the beneficiary's parent(s) or legal guardian(s) of the following policy:
 - The use of restraint or seclusion during an emergency safety situation that may occur while the beneficiary is in the facility.
 - The facility must communicate its restraint and seclusion policy in a language that the beneficiary, or his or her parent(s) or legal guardian(s) understands (including American Sign Language, if appropriate) and when necessary, the facility must provide interpreters or translators.
 - The facility's policy must provide contact information, including the phone number and mailing address, for the appropriate State Protection and Advocacy organization.

Notification of Facility Policy

- Acute inpatient psychiatric hospitals must obtain an acknowledgment, in writing, from the beneficiary, or in the case of a minor, from the parent(s) or legal guardian(s) that he or she has been informed of the facility's policy on the use of restraint or seclusion during an emergency safety situation.
 - Staff must file this acknowledgment in the beneficiary's record.
- Acute inpatient psychiatric hospitals must provide a copy of the facility's restraint and seclusion policy to the beneficiary and in the case of a minor, to the beneficiary's parent(s) or legal guardian(s).

Notification of Parent(s) or Legal Guardian(s)

- If the beneficiary is a minor as defined by state law, the following actions must be taken:
 - The facility must notify the parent(s) or legal guardian(s) of the beneficiary who has been restrained or placed in seclusion as soon as possible after the initiation of each emergency safety intervention.
 - The facility must document in the beneficiary's record that the parent(s) or legal guardian(s) has been notified of the emergency safety intervention, including the date and time of notification and the name of the staff person providing the notification.

